

# **Constitution**

**University of Wisconsin - Platteville**

**Student Wisconsin Education Association**

**StWEA**

**Constitution**

## **Article I. Name**

- A. The name of this organization shall be the University of Wisconsin – Platteville Student Wisconsin Education Association, herein referenced as UW-Platteville Student WEA (StWEA).

## **Article II. Objectives and Purposes**

- A. The objectives of this organization are to:

1. Provide opportunities for pre-service educators to develop a sound understanding of the teaching profession.
2. Provide opportunities for pre-service educators to voice their opinions in regard to issues affecting the teaching profession.
3. Provide professional development opportunities within the community, schools, surrounding areas, and on the University of Wisconsin - Platteville Campus.

## **Article III. Members**

- A. All persons holding membership in UW – Platteville Student WEA on September 1<sup>st</sup> and all persons thereafter meeting the qualifications of membership as well as paying dues established by the bylaws shall be members of the organization.

- B. The rights of members are to:

1. Attend meetings of the organization which are to be held in the manner provided under the bylaws.
2. Vote on all matters submitted to a vote of the membership (voting by proxy not to be allowed).
3. Duly elect the organization's officers and representatives as provided in the bylaws.
4. Determine any proposed change in the organization.
5. Hold office in the organization as provided in the bylaws.
6. Hold a position on an executive board committee.

7. Be unified members of the Student Wisconsin Education Association and the National Education Association.

#### **Article IV. Board of Executive Directors**

A. The official policy-making body of the organization shall be the Board of Executive Directors.

1. The Board of Executive Directors shall consist of the President, Vice President, Secretary/Treasurer, Public Relations Coordinator, and Community Outreach Coordinator.
2. The Board of Executive Directors shall meet as provided in the bylaws.
3. The Board of Executive Directors shall have the authority to determine the general policies of the organization, which are to be exercised by a vote of the majority of its members.
4. A vacancy on the Executive Committee during the term of office will be filled in the manner provided in the bylaws.

#### **Article V. Organization Bylaws**

A. The Board of Executive Directors, by majority vote and secret ballot, in a regular or special meeting called for that purpose, shall have the power to enact and amend, as may be deemed necessary, the bylaws for the proper governance of the organization.

#### **Nominations and Elections**

- B. 1. Nominations are accepted from any member of UW – Platteville Student WEA at the general meeting designated for officer nominations.
2. All officers are elected by vote unless extenuating circumstances call for a replacement to be appointed by the remaining members of the Executive Committee as they see fit.
3. The term of office of all executive committee members is for one year, beginning state transitions and extending to state transitions of the following year.
4. If the situation arises such that any of the above mentioned cannot fulfill the assigned obligation, a replacement is appointed or elected as the Board of Executive Directors see fit.

#### **Board of Executive Directors Expectations**

C. Attendance Policy:

1. Consistent attendance is expected.
2. If an executive board director must be absent from a meeting, that person must contact the President or the Vice President before that meeting via e-mail or phone.
3. Habitual absences may be grounds for removal from office by majority vote of members at present meeting.

4. Executive board members must respond to St.WEA contacts within 24 hours.

D. General Responsibilities:

1. Reporting: Every board member must have a written or oral report available for board of director meetings.
2. Promotion: The Board of Executive Directors are all expected to promote UW -Platteville Student WEA by speaking to potential members and/or advertising the organization on campus.

3. State Responsibilities:

- a. It is recommended that at least one Executive Director sit on a statewide committee.
- b. Each Executive Director is expected to attend at least one State Student WEA Board of Directors meeting per year.

4. Community Responsibilities: The Executive Board of Directors are responsible for communication with community affiliates such as SWEA, community schools and other organizations.

5. Social Events: The Executive Board of Directors plan a social event for current and prospective members at least once per semester.

### **Board of Executive Director Responsibilities**

E. Board of Executive Director Responsibilities

1. **President** – The president sets agenda for local Board of Director meetings, serves as liaison between chapter and state levels of Student WEA, serves as liaison to University staff, attends and prepares chapter reports for state Student WEA Board of Director meetings, and oversees all functions of local, but not perform all functions.
2. **Vice President** – The Vice-President sets agendas for general meetings, assumes responsibility for preparing calendar of events, contacts and arranges accommodations for guest speakers, helps conduct general meetings, updates constitution with committee and executive team yearly, and serves state and local requirements in the president's absence.
3. **Secretary/Treasurer** – The Secretary takes, prints, and posts official meeting minutes, maintains ongoing files, takes on Vice President's role during his or her absence, collaborates with PR Coordinator to post up-to-date minutes on the web page, and provides publicity information needed for the PR Coordinator.

The treasurer organizes fund-raises, keeps official financial records, monitors finances of membership drives, maintains membership records, checks membership status weekly, submits financial and membership reports to executive board twice per month, and conducts SUFAC Budget request forms yearly as needed.

**5. Public Relations Coordinator-** The Public Relations Coordinator organizes advertising campaigns for general meetings, social events, sales/fundraisers, state level events, and other UW-Platteville Student WEA sponsored activities. The PR Coordinator changes the Student bulletin board quarterly, submits St.WEA events to intercom, publishes St.WEA newsletter quarterly, and is responsible for recruiting members to assist with his or her duties.

**8. Community Outreach Coordinator** – The Community Outreach Coordinator seeks partnerships with local schools, community agencies, and professional affiliates to provide opportunities for members to serve Platteville area youths and learn more about their professional responsibilities. The Community Outreach Coordinator serves as liaison between Student WEA Members and the Board of Directors regarding project decisions and goals, leads special project committees, schedules meeting rooms, maintains consistent communication with the Student WEA President and Vice President.

### **General Membership**

#### **H. General Membership:**

1. Anyone paying dues is a member of UW - Platteville Student WEA.
2. All persons attending UW - Platteville Student WEA meetings are expected to be members of the organization.
3. Potential members are welcome to attend meetings to learn about Student WEA before deciding to join.

### **Article VI. Amendments**

- A. The text of the proposed amendment is to be presented to all University of Wisconsin – Platteville Student WEA members at seven (7) days prior to the consideration (email distribution of proposed amendments deemed appropriate presentation).
- B. This Constitution can be amended by the vote of two-thirds (2/3) of the members present voting by secret ballot.
- C. Unless otherwise provided, all amendments take effect immediately following the two-thirds approval.